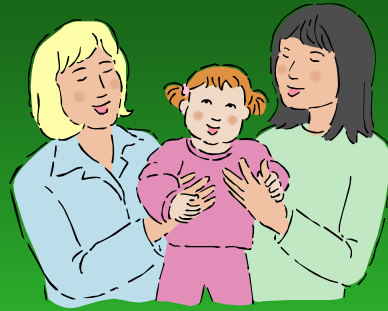




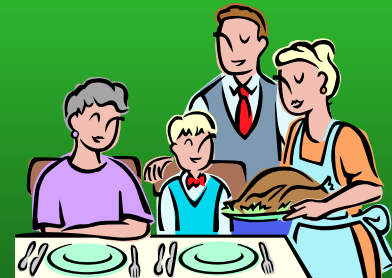
Family Readiness Group

# Fundraising & Fund Management





# Definition and Purpose of a Family Readiness Group



# What is an FRG?

A command sponsored organization comprised of

- family members,
- volunteers,
- Soldiers and
- civilian employees

belonging to a unit

that together provide:

- an avenue of mutual support
- assistance, and
- a network of communications

among:

- the family members,
- the chain of command,
- chain of concern and
- community resources.

# FRG Mission

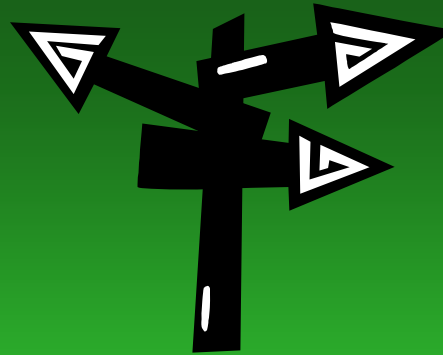
1. Foster competent, knowledgeable and resilient families
2. Act as an extension of the unit in providing official, accurate command information
3. Provide mutual support
4. Build Soldier and family cohesion and foster a positive outlook

# FRG Mission (continued)

5. Advocate more efficient use of community resources
6. Help families solve problems at the lowest level
7. Reduce stress and promote Soldier and Family readiness
8. Contribute to the well-being and esprit de corps of the unit



The mission of the Family Program, the Family Assistance Centers and the Family Readiness Groups is to train and prepare families for the unique demands of military life, and assist families during times of deployment. The mission can be accomplished without large-scale fundraising.

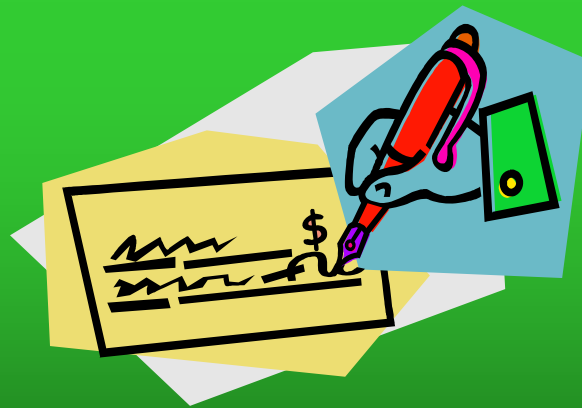


Family Program, FACs and FRGs are not intended to serve as charitable organizations. The intent of the program is to refer families in need to existing private organizations. The limited fundraising authorized within the program is solely to support social events that foster group cohesion and bolster morale.





# FRG - Fund Management



FRGs are an official program of the Department of the Army, subject to the Joint Ethics Regulation (DoD 5500.7-R) and all other applicable regulatory restraints on official activities, use of appropriated funds, and fundraising.

# Fund Custodian

The commander may authorize the FRG to maintain informal funds and designate a FRG fund treasurer. The treasurer will:

1. Establish a bank account under the FRG name
2. Maintain bookkeeping records for the informal fund for three years
3. Provide written reports on the fund to the commander

# Bank Account

1. Two signatures for expenditures over \$500
2. Non interest or non dividend bearing account
3. Informal funds will not be deposited with personal or unit funds

# Bookkeeping Records

1. May be maintained through check register
2. Receipts/invoices must be kept with records
3. Records must be kept for 3 years

# Written Reports

1. Include current balance, total amount earned and total expenditures
2. Provided to commander every three months
3. Provided upon change of command or change of custodian



# Fundraising and Use of Funds



# Fundraisers

1. May only be conducted among military members and their families
2. The FRG has no authority to fundraise with the general public
3. Purpose must be publicized during the fundraising activity



# Informal Funds Use

1. Limited to expenses consistent with the purpose of benefiting all family members
2. Examples:
  - FRG holiday parties
  - FRG outings
  - Unofficial unit send-off and welcome home
  - FRG activities such as pizza parties and potlucks

# Fund Balance

Not to exceed \$1000 unless:

- Commandeer authorizes FRG event that will cost more than \$1000
- Written report of estimated cost of event and use of funds needed
- Funds used within one year of receiving permission for event

# Donations and Solicitations



# Donations

- FRG will not accept monetary donations  
(FRG can refer potential donors to other organizations)
- FRG may accept non monetary donations
- FRG will not solicit donation

# Donations

- FRG will inform donor that donation is not tax deductible
- FRG will not imply NHARNG officially endorses any organization that donates

# Conflicts of Interest



1. FRG, unit and NHNG names and logos can not be used in private fundraising
2. FRG chair and treasurer may not serve in leadership positions in organizations which raise money to benefit military members
3. FRG may not purchase goods/services from members of FRG or military members of NHNG
4. FRG may not enter into commercial sponsorship agreements with business providing assistance

# Assess Your Understanding





# Assess Your Understanding

True or False:

1. An FRG is a command sponsored organization belonging to a unit.    T    F
2. An FRG is solely comprised of family members and soldiers.    T    F
3. An FRG provides mutual support, financial support and a network of communications.    T    F
4. Part of the FRG mission is to foster competent, knowledgeable and resilient families.    T    F

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# Assess Your Understanding

True or False:

5. Part of the FRG mission is to reduce stress and promote Soldier and Family Readiness.    T    F
6. The mission of the FRG can not be accomplished without large scale fundraising.    T    F
7. The Family Program is intended to serve as a charitable organization.    T    F
8. Limited fundraising within the program is solely to support social events fostering group cohesion and bolstering morale.    T    F

# Assess Your Understanding

True or False:

- 5. Part of the FRG mission is to reduce stress and promote Soldier and Family Readiness. **T** **F**
- 6. The mission of the FRG can not be accomplished without large scale fundraising. **T** **F**
- 7. The Family Program is intended to serve as a charitable organization. **T** **F**
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# Assess Your Understanding

What three activities must be done by the FRG fund custodian or treasurer?

# Assess Your Understanding

What three activities must be done by the FRG fund custodian or treasurer?

- Establish a bank account under the FRG name
  - Maintain bookkeeping records for the informal fund for three years
  - Provide written reports on the fund to the commander

# Assess Your Understanding

Which of the following statements about FRG fundraisers is false?

1. They may or may not be conducted among military members and their families
2. The FRG has no authority to fundraise with the general public
3. Purpose must be publicized during the fundraising activity
4. FRGs are subject to the Joint Ethics Regulation on fundraising

# Assess Your Understanding

Which of the following statements about FRG fundraisers is false?

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2. The FRG has no authority to fundraise with the general public
3. Purpose must be publicized during the fundraising activity
4. FRGs are subject to the Joint Ethics Regulation on fundraising



FRG fundraisers may only be conducted among military members and their families and only if the purpose is publicized during the activity. The FRG can not fundraise with the general public.



# Assess Your Understanding

Which of the following is not a correct use of FRG informal funds:

1. Buying a holiday gift for each child
2. FRG outings
3. Unofficial unit send-off and welcome home
4. FRG activities such as pizza parties and potlucks

# Assess Your Understanding

Which of the following is not a correct use of FRG informal funds:

1. Buying a holiday gift for each child
2. FRG outings
3. Unofficial unit send-off and welcome home
4. FRG activities such as pizza parties and potlucks



FRG informal funds must be spent in a way that benefits all families equally. As all families may not have children, the purchase of a holiday gift for each child would not equally benefit all families.

# Assess Your Understanding

In order for the FRG bank balance to exceed \$1000, the following needs to occur. Complete the blanks on the following items:

- Commandeer \_\_\_\_\_ the FRG event that will cost more than \$1000
- \_\_\_\_\_ report of estimated \_\_\_\_\_ of event and use of funds is needed
- Funds used within \_\_\_\_\_ of receiving permission for event

# Assess Your Understanding

In order for the FRG bank balance to exceed \$1000, the following needs to occur. Complete the blanks on the following items:

- Commandeer **authorizes** the FRG event that will cost more than \$1000
- **Written** report of estimated **cost** of event and use of funds is needed
- Funds used within **one year** of receiving permission for event

# Assess Your Understanding

Which of the following statements is false?

1. FRGs can accept monetary donations
2. FRGs can not accept monetary donations but can accept non-monetary donations
3. FRGs can not accept monetary donations unless they inform the donor that it is not tax deductible
4. FRGs can not solicit any donations
5. # 1 and # 3
6. # 2 and 4

# Assess Your Understanding

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3. FRGs can not accept monetary donations unless they inform the donor that it is not tax deductible
4. FRGs can not solicit any donations
5. # 1 and # 3
6. # 2 and 4



Under no circumstances can an FRG accept a monetary donation or solicit a donation. If a non-monetary donation is received, the donor must be informed that the donation is not tax deductible.

# Assess Your Understanding

Which of the following statements is false?

1. FRG chair and treasurer may not serve in leadership positions in organizations which raise money to benefit military members
2. FRG may purchase goods/services from members of FRG or military members of NHNG
3. FRG may not enter into commercial sponsorship agreements with business providing assistance

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3. FRG may not enter into commercial sponsorship agreements with business providing assistance

✦ **FRGs may not purchase goods or services from members of the FRG or military members of the NHNG.**



# *Certificate of Completion*



is presented to

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for successful completion of the

## **Family Readiness Group Fundraising and Fund Management**

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Date

2LT Barricklow – NHNG State Family Program Director